ST/IC/2009/2

United Nations

Index to information circulars

JANUARY 2009

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Introduction

1. The present index to information circulars lists in alphanumeric order by symbol, together with date and subject matter, all circulars that have been issued at United Nations Headquarters since January 2008. The index is issued annually.

2. The index comprises the following sections:

(a) Information circulars, by alphanumeric symbol, issued in 2008;

(b) Information circulars listed according to subject matter.

3. The index should be read in conjunction with the index to administrative issuances (ST/IC/2009/1), which contains issuances issued under the ST/SGB/- series and the ST/AI/- series.

4. Copies of the index are available through official distribution. The index is also archived in the optical disk system, and is included in the Human Resources Handbook.

5. Comments and suggestions concerning this publication would be appreciated. They should be addressed to the Chief, Policy Support Unit, Division for Organizational Development, Office of Human Resources Management, room S-2590, United Nations, New York, NY 10017. They can also be sent by fax to 212-963-1068 or 917-367-3661.

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Index to information circulars

A. Information circulars, by alphanumeric symbol, issued in 2008

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2001/27/ Amend.1	25/08/08	Visa status in the United States of America	Expiration date: in effect until further notice. See also ST/IC/2001/27

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2008/1	1/08	Index to administrative issuances	Expiration date: in effect until further notice
ST/IC/2008/2	1/08	Index to information circulars	Expiration date: in effect until further notice
ST/IC/2008/3	3/1/08	First day of issue – 27 January 2008: "Remembrance and Beyond" stamps and first day of issue - 28 January 2008: Vienna definitives	Expiration date: 28/2/2008
ST/IC/2008/4	16/1/08	Revised base salary scales for staff in the Professional and higher categories and staff in the Field Service category	Expiration date: in effect until further notice
ST/IC/2008/5	16/1/08	Post adjustment classification for New York	**Superseded by ST/IC/2008/42**
ST/IC/2008/6	16/1/08	Rates of daily subsistence allowance at New York, Geneva and Vienna	**Superseded by ST/IC/2008/44**
ST/IC/2008/7	17/1/08	Payment of 2007 income taxes	Expiration date: 31/12/2008
ST/IC/2008/8	22/1/08	Language proficiency examinations, May 2008	Expiration date: 31/12/2008. See also ST/AI/1999/2
ST/IC/2008/9	28/1/08	Designation of special missions or locations for purposes of occasional recuperation break	**Superseded by ST/IC/2008/40**
ST/IC/2008/10	29/1/08	Vanbreda medical, hospital and dental insurance programme for staff members away from Headquarters	Expiration date: 31/12/2008
ST/IC/2008/11	31/1/08	Revalidation of visas	Expiration date: in effect until further notice
ST/IC/2008/12	19/2/08	First day of issue, 6 March 2008: "Endangered Species" series and annual collection folders	Expiration date: 6/04/2008
ST/IC/2008/13	25/2/08	United Nations competitive examination for accounting assistants (2008)	Expiration date: 31/12/2008. See also ST/AI/1998/4
ST/IC/2008/14	27/2/08	2008 competitive examination for French-language verbatim reporters	Expiration date: 31/12/2008. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/15	27/2/08	2008 competitive examination for French-language proofreaders/copy preparers/production editors	Expiration date: 31/12/08. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2008/16	27/2/08	2008 competitive examination for French-language translators/précis-writers	Expiration date: 31/12/2008. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/17	4/4/08	United Nations internship programme	Expiration date: in effect until further notice. See also ST/AI/2000/9
ST/IC/2008/18	4/4/08	2008 competitive examination for English-language interpreters	Expiration date: 31/12/2008. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/19	9/4/08	Arrangements for admission to the United Nations Headquarters during the visit of Pope Benedict XVI on 18 April 2008	Expiration date: 19/04/2008
ST/IC/2008/20	17/4/08	2008 competitive examination for French interpreters	Expiration date: 31/12/2008. See also ST/AI/1998/7
ST/IC/2008/21	23/4/08	Joint Appeals Board	**Superceded by ST/IC/2008/25**
ST/IC/2008/22	23/4/08	Joint Disciplinary Committee	Expiration date: in effect until further notice
ST/IC/2008/23	29/4/08	First day of issue – 8 May 2008 "Coin and Flag" stamp series and annual collection folder	Expiration date: 8/06/2008
ST/IC/2008/24	14/5/08	First day of issue - 6 June 2008: "Convention on the Rights of Persons with Disabilities" stamps	Expiration date: 6/08/2008
ST/IC/2008/25	21/5/08	Joint Appeals Board	Expiration date: in effect until further notice
ST/IC/2008/26	23/5/08	After-school recreation and study programme for United Nations children	Expiration date: 31/12/2008
ST/IC/2008/27	28/5/08	United States 2008 economic stimulus payments	Expiration date: in effect until further notice
ST/IC/2008/28	11/6/08	2008 competitive examination for English-language verbatim reporters	Expiration date: 31/12/2008 See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/29	12/6/08	Renewal of the Headquarters medical and dental insurance plans effective 1 July 2008 and annual enrolment campaign, 2-30 June 2008	Expiration date: 30/06/2009

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2008/30	18/6/08	Rates of reimbursement for travel by private motor vehicle	Expiration date: in effect until further notice. See also ST/AI/1998/2
ST/IC/2008/31	20/6/08	2008 competitive examinations for Russian-language verbatim reporters, editors and translators/précis-writers	Expiration date: 31/12/2008. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/32	23/6/08	Internal Justice Council	Expiration date: in effect until further notice
ST/IC/2008/33	3/7/08	Membership of the Senior Review Group	Expiration date: in effect until further notice. See also ST/SGB/2005/4, as amended by ST/SGB/2008/10
ST/IC/2008/34	1/7/08	Membership of the Central Review Board, Committee and Panel at Headquarters	Expiration date: in effect until further notice
ST/IC/2008/35	24/7/08	2008 competitive examination for Chinese-language translators/verbatim reporters	Expiration date: 31/12/2009. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/36	11/7/08	2008 competitive examination for Chinese-language interpreters	Expiration date: 31/12/2009. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/37	11/7/08	2008 competitive examination for Chinese-language proofreaders/copy preparers/production editors	Expiration date: 31/12/2009. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/38 and Amend.1	15/7/08 6/10/08	2008 competitive examinations for English-language editors and translators/précis-writers	Expiration date: 31/12/2009. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/39	22/7/08	First day of issue – 8 August 2008: "Sport for Peace - Games of the XXIX Olympics, Beijing" stamps and souvenir sheets	Expiration date: 8/9/2008
ST/IC/2008/40	4/9/08	Designation of special mission or locations for purposes of occasional recuperation break	Expiration date: 31/12/2008

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2008/41	15/8/08	Practice of the Secretary-General in disciplinary matters and cases of criminal behaviour, 1 July 2007 – 30 June 2008	Expiration date: in effect until further notice
ST/IC/2008/42	15/8/08	Post adjustment classification for New York	Expiration date: in effect until further notice
ST/IC/2008/43	15/8/08	Pensionable remuneration for staff in the Professional and higher categories and for staff in the Field Service category	Expiration date: in effect until further notice
ST/IC/2008/44	12/8/08	Rates of daily subsistence allowance at New York, Geneva and Vienna	Expiration date: in effect until further notice. See also ST/AI/1998/3, as amended by ST/AI/2003/9
ST/IC/2008/45	15/8/08	Revised salary scales for staff in the General Service and related categories at Headquarters	Expiration date: in effect until further notice
ST/IC/2008/46	19/8/08	Working hours during the sixty-third session of the General Assembly	Expiration date: 31/12/2008
ST/IC/2008/47	10/9/08	Arrangements for admission to United Nations Headquarters during the sixty-third session of the General Assembly	Expiration date: 8/09/2009
ST/IC/2008/48	10/9/08	Additional arrangements for admission to the United Nations Headquarters during the High-level Meeting on Africa's Development Needs, on 22 September, for the period of the general debate of the sixty-third session of the General Assembly, from 23 September through 1 October, and the High-level Event on the Millennium Development Goals, on 25 September 2008	Expiration date: 6/10/2008
ST/IC/2008/49	17/9/08	Threshold percentage for the purpose of calculating rental subsidies	Expiration date: in effect until further notice
ST/IC/2008/50	11/9/08	First day of issue - 18 September 2008: "We Can End Poverty" stamps	Expiration date: 18/10/2008
ST/IC/2008/51 and Add.1	16/9/08 23/10/08	Classification of duty stations and special entitlements for staff members serving at designated duty stations	Expiration date: in effect until further notice
ST/IC/2008/52 and Add.1	24/9/08 20/10/08	2009 competitive examination for recruitment to the Professional category of staff members from other categories	Expiration date: 31/12/2009
ST/IC/2008/53	26/9/08	United Nations sabbatical leave programme for 2009	Expiration date: 31/12/2009
ST/IC/2008/54	9/10/08	First day of issue - 23 October 2008: "Climate Change" stamps and prestige booklets and 2008 annual collection folders	Expiration date: 23/11/2008

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2008/55	16/10/08	Official holidays for 2009 at United Nations Headquarters	Expiration date: 31/12/2009
ST/IC/2008/56	27/10/08	Language and communications programme at Headquarters - 2009	Expiration date: 31/12/2009
ST/IC/2008/57	5/11/08	2009 national competitive recruitment examinations	Expiration date: 31/12/2009
ST/IC/2008/58	20/11/08	United Nations competitive examination for statistics assistants (2009)	Expiration date: 31/12/2009. See also ST/AI/1998/4
ST/IC/2008/59 and Corr.1	31/12/08 15/01/08	2009 competitive examination for Spanish interpreters	Expiration date: 31/12/2009. See also ST/AI/1998/7

Symbol	*Date issued*	*Subject*	*Remarks*

B. Information circulars listed according to subject matter

I. Buildings, premises and security[1]

ST/IC/2000/80	18/10/00	United Nations garage: Chairman of the Garage Review Board	Expiration date: in effect until further notice
ST/IC/2008/47	10/9/08	Arrangements for admission to United Nations Headquarters during the sixty-third session of the General Assembly	Expiration date: 8/09/2009. See also ST/SGB/259

II. Claims

ST/IC/2003/50	27/8/03	In memory of colleagues killed in the attack against the United Nations compound in Baghdad on 19 August 2003	Expiration date: 31/12/2004. See also ST/SGB/2003/11

III. Communications, archives and records

ST/IC/2000/89	27/11/00	Procedures governing the dispatch of personal mail from United Nations offices away from Headquarters	Expiration date: in effect until further notice. See also ST/AI/368
ST/IC/2001/70	21/9/01	Revised rates for telephone and facsimile service using the United Nations global network	Expiration date: in effect until further notice
ST/IC/2003/29	23/4/03	Performance controls of United Nations Internet services	Expiration date: in effect until further notice
ST/IC/2003/35	3/6/03	Registration of e-mail addresses for delivery of pay slips	Expiration date: in effect until further notice
ST/IC/2003/41	30/6/03	Communications and contacts with host country authorities	Expiration date: in effect until further notice
ST/IC/2003/64	11/12/03	Personal emergency contact information	Expiration date: in effect until further notice
ST/IC/2005/11	18/2/05	Mobile communication devices for official work	Expiration date: in effect until further notice
ST/IC/2008/56	27/10/08	Language and communications programme at Headquarters --- 2009	Expiration date: 31/12/2009

IV. Conferences

No information circulars apply at present.

[1] For information circular on arrangements for admission to the premises during sessions of the General Assembly, see section A above.

Symbol	*Date issued*	*Subject*	*Remarks*
V. Documents and publications			
ST/IC/2002/70	1/11/02	Availability to Secretariat officials of official documents and publications	Expiration date: in effect until further notice
ST/IC/2006/33	21/8/06	Revised procedures for picking up official documents processed by the Host Country Affairs Section of the United States Mission to the United Nations	Expiration date: in effect until further notice
VI. Finance[2]			
ST/IC/2002/13	28/2/02	Budget constraints and support service reductions	Expiration date: in effect until further notice
VII. General office procedures			
ST/IC/1997/11	4/2/97	Electronic mail – directory maintenance and automatic message deletion	Expiration date: in effect until further notice
ST/IC/1999/14	9/2/99	Guidelines for ergonomic workstations and work with computers	Expiration date: in effect until further notice
ST/IC/2002/73	1/11/02	United Nations health and life insurance Internet site	Expiration date: in effect until further notice
ST/IC/2003/29	23/4/03	Performance controls of United Nations Internet services	Expiration date: in effect until further notice
ST/IC/2003/35	3/6/03	Registration of e-mail addresses for delivery of pay slips	Expiration date: in effect until further notice
ST/IC/2003/41	30/6/03	Communications and contacts with host country authorities	Expiration date: in effect until further notice
ST/IC/2003/64	11/12/03	Personal emergency contact information	Expiration date: in effect until further notice
ST/IC/2005/11	18/2/05	Mobile communication devices for official work	Expiration date: in effect until further notice
ST/IC/2006/33	21/8/06	Revised procedures for picking up official documents processed by the Host Country Affairs Section of the United States Mission to the United Nations	Expiration date: in effect until further notice

[2] For information circulars on United Nations stamps, see section A above.

Symbol	*Date issued*	*Subject*	*Remarks*
VIII. Human resources			
1. Administration-staff relations			
No information circulars apply at present.			
2. Allowances, entitlements and grants			
ST/IC/2000/90 and Corr.1 Add.1 Amend.1	5/12/00 27/6/01 12/12/06 12/4/07	Rental subsidies and deductions	Expiration date: in effect until further notice. See also ST/AI/2000/16 (as amended by ST/AI/2004/4) and ST/IC/2008/49
ST/IC/2003/50	27/8/03	In memory of colleagues killed in the attack against the United Nations compount in Baghdad on 19 August 2003	Expiration date: 31/12/2004. See also ST/SGB/2003/11
ST/IC/2005/25	12/5/05	Education grant and special education grant for children with a disability	Expiration date: in effect until further notice. See also ST/AI/2004/2 and ST/AI/2000/6
ST/IC/2006/60	28/12/06	Relocation grant (lump-sum option for unaccompanied shipments) – Rates	Expiration date: in effect until further notice
ST/IC/2007/7	12/1/07	Dependency allowances for staff in the Professional and higher categories and in the Field Service category	Expiration date: in effect until further notice. See also ST/AI/2000/8 and Amend.1
ST/IC/2007/8	23/1/07	Education grant and special education grant for disabled children	Expiration date: in effect until further notice. See also ST/IC/2005/25, ST/AI/2004/2 and ST/AI/2000/6
ST/IC/2008/30	18/6/08	Rates of reimbursement for travel by private motor vehicle	Expiration date: in effect until further notice. See also ST/AI/1998/2
ST/IC/2008/42	15/8/08	Post adjustment classification for New York	Expiration date: in effect until further notice
ST/IC/2008/44	12/8/08	Rates of daily subsistence allowance at New York, Geneva and Vienna	Expiration date: in effect until further notice. See also ST/AI/1998/3, as amended by ST/AI/2003/9

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2008/49	17/9/08	Threshold percentage for the purpose of calculating rental subsidies	Expiration date: in effect until further notice. See also ST/AI/2000/16 and ST/IC/2000/90 and Corr.1 and Add.1
ST/IC/2008/51 and Add.1	16/9/08 23/10/08	Classification of duty stations and special entitlements for staff members serving at designated duty stations	Expiration date: in effect until further notice. See also ST/AI/2007/1
3. Appeals			
ST/IC/2000/28	25/4/00	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 25/04/2002. See also ST/AI/1998/9 and Corr.1 (English only)
ST/IC/2000/28/ Add.1	12/7/00	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 25/04/2002. See also ST/AI/1998/9 and Corr.1 (English only)
Add.2	17/8/01	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 25/04/2002
Add.3	1/7/02	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 31/07/2002
Add.4	20/9/02	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 31/12/2002
Add.5	27/12/02	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 30/06/2003
Add.6	19/8/03	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: in effect until further notice
ST/IC/2004/4	23/1/04	Conflict resolution in the United Nations Secretariat	Expiration date: in effect until further notice
ST/IC/2006/42	5/10/06	Composition of the Panel on Discrimination and Other Grievances at Headquarters	Expiration date: in effect until further notice
ST/IC/2007/39	5/10/07	Membership of the Classification Appeals Committee for posts in the Professional category	Expiration date: 1/10/2009. See also ST/AI/1998/9
ST/IC/2008/25	21/5/08	Joint Appeals Board	Expiration date: in effect until further notice. See also ST/AI/351 and Amend.1

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2008/32	23/6/08	Internal Justice Council	Expiration date: in effect until further notice
4. Appointments, placement and promotion			
ST/IC/2000/86	14/11/00	Multilingualism	Expiration date: In effect until further notice
ST/IC/2005/17	11/3/05	Staff selection system	Expiration date: in effect until further notice
ST/IC/2008/33	3/7/08	Membership of the Senior Review Group	Expiration date: in effect until further notice. See also ST/SGB/2005/4, as amended by ST/SGB/2008/10
ST/IC/2008/34	1/7/08	Membership of the Central Review Board, Committee and Panel at Headquarters	Expiration date: in effect until further notice. See also ST/SGB/2002/6
5. Attendance, leave and working hours[3]			
ST/IC/2005/8	26/1/05	Implementation of the change in the annual leave cycle	Expiration date: in effect until further notice. See also ST/SGB/2004/16
ST/IC/2008/53	26/9/08	United Nations sabbatical leave programme for 2009	Expiration date: 31/12/2009. See also ST/AI/2000/4
ST/IC/2008/55	16/10/08	Official holidays for 2009 at United Nations Headquarters	Expiration date: 31/12/2009
6. Delegation of authority			
No information circulars apply at present.			
7. Disciplinary matters			
ST/IC/2002/25	29/4/02	Practice of the Secretary-General in disciplinary matters, 2000-2002	Expiration date: in effect until further notice. See also ST/SGB/2000/14
ST/IC/2004/4	23/1/04	Conflict resolution in the United Nations Secretariat	Expiration date: in effect until further notice
ST/IC/2004/28	26/7/04	Practice of the Secretary-General in disciplinary matters, 2002-2003	Expiration date: in effect until further notice. See also ST/SGB/2000/14

[3] For information circular on working hours during sessions of the General Assembly, see section A above.

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2005/19	24/3/05	Reporting of suspected misconduct	Expiration date: in effect until further notice
ST/IC/2005/51	30/8/05	Practice of the Secretary-General in disciplinary matters, 1 January 2004 – 30 June 2005	Expiration date: in effect until further notice
ST/IC/2006/48	31/7/06	Practice of the Secretary-General in disciplinary matters and cases of criminal behaviour, 1 July 2005 – 30 June 2006	Expiration date: in effect until further notice
ST/IC/2007/47	31/8/07	Practice of the Secretary-General in disciplinary matters and cases of criminal behaviour, 1 July 2006 – 30 June 2007	Expiration date: in effect until further notice
ST/IC/2008/22	23/4/08	Joint Disciplinary Committee	Expiration date: in effect until further notice
ST/IC/2008/41	15/8/08	Practice of the Secretary-General in disciplinary matters and cases of criminal behaviour, 1 July 2007 – 30 June 2008	Expiration date: in effect until further notice
8. Duties and obligations			
ST/IC/1997/90	26/12/97	Insurance requirements for senior officials entitled to diplomatic privileges and immunities [motor vehicles]	Expiration date: in effect until further notice
ST/IC/2002/38	14/6/02	Privileges and immunities – Requests by local authorities to interview staff	Expiration date: in effect until further notice. See also ST/SGB/2002/13
ST/IC/2003/17	11/3/03	Our core values prohibit discrimination and harassment	Expiration date: in effect until further notice. See also ST/SGB/2002/13
ST/IC/2004/31	6/8/04	Permanent residence in the United States of America - waiver of rights, privileges, exemptions and immunities	Expiration date: in effect until further notice. See also ST/AI/2000/19
ST/IC/2004/38	9/9/04	Host country travel regulations – Iraqi nationals	Expiration date: in effect until further notice
ST/IC/2004/39	9/9/04	Procedures regarding citations for motor vehicle infractions	Expiration date: in effect until further notice
ST/IC/2005/15	8/3/05	Host country travel regulations – Libyan nationals	Expiration date: in effect until further notice
ST/IC/2005/19	24/3/05	Reporting of suspected misconduct	Expiration date: in effect until further notice
ST/IC/2005/59	31/10/05	Host country travel regulations – Russian nationals	Expiration date: in effect until further notice

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2005/66	14/12/05	Preparations for a possible transit strike	Expiration date: in effect until further notice
ST/IC/2006/10	31/1/06	Host country travel regulations – Vietnamese nationals	Expiration date: in effect until further notice
ST/IC/2006/19	23/5/06	Licensing procedures for non-United States citizens	Expiration date: in effect until further notice
ST/IC/2006/30	16/8/06	Outside activities	Expiration date: in effect until further notice
ST/IC/2006/31	16/8/06	Honours, gifts or remuneration from outside sources	Expiration date: in effect until further notice
ST/IC/2006/33	21/8/06	Revised procedures for picking up official documents processed by the Host Country Affairs Section of the United States Mission to the United Nations	Expiration date: in effect until further notice
ST/IC/2007/51	26/12/07	New travel regulations for foreign nationals entering Japan	Expiration date: in effect until further notice

9. Job classification system

ST/IC/2000/28	25/4/00	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 25/04/2002. See also ST/AI/1998/9 and Corr.1 (English only)
ST/IC/2000/28/ Add.1	12/7/00	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 25/04/2002
Add.2	17/8/01	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 25/04/2002
Add.3	1/7/02	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 31/07/2002
Add.4	20/9/02	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 31/12/2002
Add.5	27/12/02	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 30/06/2003
Add.6	19/8/03	Membership of the New York General Service Classification Appeals Committee	Expiration date: in effect until further notice
ST/IC/2007/39	5/10/07	Membership of the Classification Appeals Committee for Posts in the Professional Category	Expiration date: 1/10/2009 See also ST/AI/1998/9

Symbol	Date issued	Subject	Remarks
10. General			
ST/IC/1999/111	29/12/99	Mental health – Medical and employee assistance facilities	Expiration date: in effect until further notice. See also ST/AI/372
ST/IC/2008/26	23/5/08	After-school recreation and study programme for United Nations children	Expiration date: 31/12/2008
11. Medical and other insurance			
ST/IC/1997/90	26/12/97	Insurance requirements for senior officials entitled to diplomatic privileges and immunities [motor vehicles]	Expiration date: in effect until further notice
ST/IC/1999/111	29/12/99	Mental health – Medical and employee assistance facilities	Expiration date: in effect until further notice. See also ST/AI/372
ST/IC/2002/63 and Amend.1	27/9/02 14/7/03	United Nations group life insurance plan	Expiration date: in effect until further notice. See also ST/AI/2002/6
ST/IC/2004/4	23/1/04	Conflict resolution in the United Nations Secretariat	Expiration date: in effect until further notice
ST/IC/2005/55	4/10/05	New claims administration service from Aetna for medical services rendered outside the United States of America	Expiration date: in effect until further notice. See also ST/IC/2006/22
ST/IC/2006/21	31/5/06	United Nations group life insurance plan	Expiration date: in effect until further notice. See also ST/AI/2002/6 and ST/IC/2002/63
ST/IC/2008/10	29/1/08	Vanbreda medical, hospital and dental insurance programme for staff members away from Headquarters	Expiration date: 31/12/2008
ST/IC/2008/29	12/6/08	Renewal of the Headquarters medical and dental insurance plans effective 1 July 2008 and annual enrolment campaign, 2 –30 June 2008	Expiration date: 30/6/2009. See annex IX to the circular for insurance carrier addresses and telephone numbers for claims and benefit inquiries

Symbol	Date issued	Subject	Remarks
12. Pensions, post-retirement services and employment beyond retirement			
ST/IC/2008/43	15/8/08	Pensionable remuneration for staff in the Professional and higher categories and for staff in the Field Service category	Expiration date: in effect until further notice. See also ST/IC/2008/4 and ST/IC/2008/42
13. Post adjustment			
ST/IC/2008/42	15/8/08	Post adjustment classification for New York	Expiration date: in effect until further notice
14. Salary scales and payments			
ST/IC/2005/37	26/7/05	Employment of household employees for whom a G-5 visa has been requested or obtained	Expiration date: in effect until further notice. See also ST/IC/2007/18
ST/IC/2007/18	21/6/07	Hourly wage for household employees on G-5 visas	Expiration date: in effect until further notice
ST/IC/2008/4	16/1/08	Revised base salary scale for staff in the Professional and higher categories and staff in the Field Service category	Expiration date: in effect until further notice
ST/IC/2008/42	15/8/08	Post adjustment classification for New York	Expiration date: in effect until further notice
ST/IC/2008/43	15/8/08	Pensionable remuneration for staff in the Professional and higher categories and for staff in the Field Service category	Expiration date: in effect until further notice. See also ST/IC/2008/4 and ST/IC/2008/42
ST/IC/2008/45	15/8/08	Revised salary scales for staff in the General Service and related categories at Headquarters	Expiration date: in effect until further notice
15. Staff regulations and rules			
ST/IC/2000/75	27/9/00	Index to the Staff Regulations and Rules	Expiration date: in effect until further notice
16. Training, career development and examinations			
ST/IC/2000/86	14/11/00	Multilingualism	Expiration date: in effect until further notice
ST/IC/2001/98	7/12/01	Competitive examination for recruitment to the Professional category of staff members from other categories [Central Examination Board]	Expiration date: 31/12/2002. See also ST/AI/2003/7
ST/IC/2001/98/ Add.1	7/7/03	Competitive examination for recruitment to the Professional category of staff members from other categories [Central Examination Board]	Expiration date: in effect until further notice. See also ST/AI/2003/7

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2008/14	27/2/08	2008 competitive examination for French-language verbatim reporters	Expiration date: 31/12/2008. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/15	27/1/08	2008 competitive examination for French-language proofreaders/copy preparers/production editors	Expiration date: 31/12/2008. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/16	27/1/08	2008 competitive examination for French-language translators/précis-writers	Expiration date: 31/12/2008. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/17	4/4/08	United Nations internship programme	Expiration date: in effect until further notice. See also ST/AI/2000/9
ST/IC/2008/18	4/4/08	2008 competitive examination for English-language interpreters	Expiration date: 31/12/2008. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/20	17/4/08	2008 competitive examination for French interpreters	Expiration date: 31/12/2008. See also ST/AI/1998/7
ST/IC/2008/28	11/6/08	2008 competitive examination for English-language verbatim reporters	Expiration date: 31/12/2008. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/31	20/6/08	2008 competitive examinations for Russian-language verbatim reporters, editors and translators/précis-writers	Expiration date: 31/12/2008. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/35	24/7/08	2008 competitive examination for Chinese-language translators/verbatim reporters	Expiration date: 31/12/2009. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2008/36	11/7/08	**2008 competitive examination for Chinese-language interpreters**	Expiration date: 31/12/2009. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/37	11/7/08	**2008 competitive examination for Chinese-language proofreaders/copy preparers/production editors**	Expiration date: 31/12/2009. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/38 and Amend.1	15/7/08 6/10/08	**2008 competitive examinations for English-language editors and translators/précis-writers**	Expiration date: 31/12/2008. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2008/52 and Add.1	24/9/08 20/10/08	**2009 competitive examination for recruitment to the Professional category of staff members from other categories**	Expiration date: 31/12/2009. See also ST/AI/2003/7 and ST/AI/2005/9
ST/IC/2008/56	27/10/08	**Language and communications programme at Headquarters - 2009**	Expiration date: 31/12/2009
ST/IC/2008/57	5/11/08	**2009 national competitive recruitment examinations**	Expiration date: 31/12/2009. See also ST/AI/1997/1
ST/IC/2008/58	20/11/08	**United Nations competitive examination for statistics assistants (2009)**	Expiration date: 31/12/2009. See also ST/AI/1998/4
ST/IC/2008/59 and Corr.1	31/12/08 15/1/09	**2009 competitive examination for Spanish interpreters**	Expiration date: 31/12/2009. See also ST/AI/1998/7
17. United States taxes			
ST/IC/2008/7	17/1/08	**Payment of 2007 income taxes**	Expiration date: 31/12/2008
ST/IC/2008/27	28/5/08	**United States 2008 economic stimulus payments**	Expiration date: in effect until further notice
18. Visa			
ST/IC/2001/27 and Amend.1	10/4/01 25/8/08	**Visa status in the United States of America**	Expiration date: in effect until further notice. See also ST/AI/2000/19
ST/IC/2004/8	27/1/04	**United States Visitor and Immigrant Status Indicator Technology**	Expiration date: in effect until further notice

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2004/14	24/3/04	Filing of petitions for special immigrant classification and/or applications for lawful permanent resident status in the United States of America	Expiration date: in effect until further notice
ST/IC/2004/31	6/8/04	Permanent residence in the United States of America---waiver of rights, privileges, exemptions and immunities	Expiration date: in effect until further notice. See also ST/AI/2000/19
ST/IC/2005/37	26/7/05	Employment of household employees for whom a G-5 visa has been requested or obtained	Expiration date: in effect until further notice. See also ST/IC/2007/18
ST/IC/2007/18	21/6/07	Hourly wage for household employees on G-5 visas	Expiration date: in effect until further notice
ST/IC/2007/43	22/10/07	Visa status while on mission service	Expiration date: in effect until further notice
ST/IC/2008/11	31/1/08	Revalidation of visas	Expiration date: in effect until further notice

IX. Library

No information circulars apply at present.

X. Missions

ST/IC/2008/40	4/8/08	Designation of special missions or locations for purposes of occasional recuperation break	Expiration date: 31/12/2008. See also ST/AI/2000/21, as amended by ST/AI/2004/6

XI. Organizational structure

ST/IC/2000/28	25/4/00	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 25/4/2002. See also ST/AI/1998/9 and Corr.1 (English only)
ST/IC/2000/28/ Add.1	12/7/00	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 25/4/2002
Add.2	17/8/01	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 25/4/2002
Add.3	1/7/02	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 31/7/2002

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2000/28/ Add.4	20/9/02	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 31/12/2002
Add.5	27/12/02	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 30/6/2003
Add.6	19/8/03	Membership of the New York General Service Classification Appeals Committee	Expiration date: in effect until further notice
ST/IC/2000/80	18/10/00	United Nations garage: Chairman of the Garage Review Board	Expiration date: in effect until further notice
ST/IC/2001/98	7/12/01	Competitive examination for recruitment to the Professional category of staff members from other categories [Central Examination Board]	Expiration date: 31/12/2002
ST/IC/2001/98/ Add.1	7/7/03	Competitive examination for recruitment to the Professional category of staff members from other categories [Central Examination Board]	Expiration date: in effect until further notice. See also ST/AI/2003/7
ST/IC/2006/42	5/10/06	Composition of the Panel on Discrimination and Other Grievances at Headquarters	Expiration date: in effect until further notice
ST/IC/2007/39	5/10/07	Membership of the Classification Appeals Committee for Posts in the Professional Category	Expiration date: 1/10/2009. See also ST/AI/1998/9
ST/IC/2008/22	23/4/08	Joint Disciplinary Committee	Expiration date: in effect until further notice
ST/IC/2008/25	21/5/08	Joint Appeals Board	Expiration date: in effect until further notice. See also ST/AI/351 and Amend.1
ST/IC/2008/33	3/7/08	Membership of the Senior Review Group	Expiration date: in effect until further notice. See also ST/SGB/2005/4, as amended by ST/SGB/2008/10
ST/IC/2008/34	1/7/08	Membership of the Central Review Board, Committee and Panel at Headquarters	Expiration date: in effect until further notice. See also ST/SGB/2002/6
XII. Property and supplies			
ST/IC/1999/14	9/2/99	Guidelines for ergonomic workstations and work with computers	Expiration date: in effect until further notice
ST/IC/2005/11	18/2/05	Mobile communication devices for official work	Expiration date: in effect until further notice

Symbol	*Date issued*	*Subject*	*Remarks*
XIII. Protocol			
ST/IC/2003/41	30/6/03	**Communications and contacts with host country authorities**	Expiration date: in effect until futher notice
XIV. Travel and transportation			
ST/IC/1997/90	26/12/97	**Insurance requirements for senior officials entitled to diplomatic privileges and immunities [motor vehicles]**	Expiration date: in effect until further notice
ST/IC/1999/99	29/11/99	**Excess baggage, shipments and insurance**	Expiration date: in effect until further notice. See also ST/AI/1999/15
ST/IC/2000/70	21/9/00	**Medical evacuation**	Expiration date: in effect until further notice. See also ST/AI/2000/10
ST/IC/2001/43 and Add.1 Amend.1 Amend.2 Amend.3	13/6/01 7/2/02 27/6/05 24/5/06 10/8/07	**Official travel**	Expiration date: in effect until further notice. See also ST/AI/2000/20
ST/IC/2003/40	24/6/03	**Transportation of privately owned automobiles: list of countries and territories to which such transportation may be partially reimbursed**	Expiration date: in effect until further notice. See also ST/AI/1999/15
ST/IC/2004/38	9/9/04	**Host country travel regulations – Iraqi nationals**	Expiration date: in effect until further notice
ST/IC/2004/39	9/9/04	**Procedures regarding citations for motor vehicle infractions**	Expiration date: in effect until further notice
ST/IC/2005/15	8/3/05	**Host country travel regulations – Libyan nationals**	Expiration date: in effect until further notice
ST/IC/2005/59	31/10/05	**Host country travel regulations – Russian nationals**	Expiration date: in effect until further notice
ST/IC/2006/10	31/1/06	**Host country travel regulations – Vietnamese nationals**	Expiration date: in effect until further notice
ST/IC/2006/60	28/12/06	**Relocation grant (lump-sum option for unaccompanied shipments) - Rates**	Expiration date: in effect until further notice

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2008/30	18/6/08	Rates of reimbursement for travel by private motor vehicle	Expiration date: in effect until further notice. See also ST/AI/1998/2
ST/IC/2008/44	12/8/08	Rates of daily subsistence allowance at New York, Geneva and Vienna	Expiration date: in effect until further notice. See also ST/AI/1998/3, as amended by ST/AI/2003/9
ST/IC/2008/51 and Add.1	16/9/08 23/10/08	Classification of duty stations and special entitlements for staff members serving at designated duty stations	Expiration dates: in effect until further notice. See also ST/AI/2007/1

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